

HUMAN RESOURCE OFFICE
THE ADJUTANT GENERAL OF VIRGINIA
BUILDING 316, FORT PICKETT
BLACKSTONE, VA 23824-6316

STATEWIDE ARMY AGR VACANCY ANNOUNCEMENT

ANNOUNCEMENT NUMBER: 22-06 **POSITION TITLE:** Readiness NCO

GRADES: SFC/E7 **DMOS:** 11B40

FEMALE ASSIGNMENT ELIGIBILITY: No

UNIT: D/3-116th IBCT

Location: Fredricksburg, Virginia

OPENING DATE: 12 May 2006 **CLOSING DATE:** 12 June 2006

POC FOR ADDITIONAL INFORMATION: WOC Sheryl Scott, (434) 298-6330/
DSN 438-6330 or SSG Lakeyshia Taylor at (434)298-6382/DSN 438-6382.

WHO MAY APPLY: Open to all AGR/Military Technicians/Traditional
enlisted, grade SSG/E6 thru SFC/E7, who are members of the Virginia
Army National Guard. **SSG/E6** and **SFC/E7** must be qualified in the
following MOS: 11B30/11B40 prior to appointment to the position.

QUALIFICATIONS FOR ENTRY IN THE AGR PROGRAM:

MEMBERSHIP: When applying for an AGR position on full-time National
Guard duty (FTNGD) under State control, must be a federally
recognized ARNGUS soldier. Appointment, or enlistment, must be
completed prior to reporting to an initial AGR entry point.

AGE: If an enlisted soldier, must be 18 years of age and not have
reached his or her 55th birthday.

PHYSICAL AND MEDICAL: Must be medically certified as drug free, be
tested negative for human immunodeficiency virus (HIV), and not be
pregnant, per AR 40-501 and AR 600-110. Must meet the body
composition standards prescribed in AR 600-9. Must meet the medical
fitness standards for retention per AR 40-501, chapter 3.

MILITARY EDUCATION: If an enlisted soldier, must have completed
initial entry training (IET).

YEARS OF SERVICE: Must be able to complete a 3-year initial tour of
AD or FTNGD prior to completing 18 years of AS. The date of
mandatory removal from an active status based on age, or service
(without an extensions), under any provisions of law or regulation.

GRADE AND SPECIALTY: If a Staff Sergeant, or above, must possess
the required grade and MOS level, authorized for the AGR duty
position.

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REENLISTMENT OR EXTENSION: If an enlisted soldier, must be eligible for reenlistment or extension per NGR 600-200 (ARNGUS).

ADMINISTRATIVE REQUIREMENT: Must sign an appropriate certificate of agreement and understanding relative to service on AGR status.

IF YOU ARE NOT CURRENTLY AGR AND NOT QUALIFIED YOU MAY APPLY FOR THIS POSITION. HOWEVER, IF YOU ARE AN E-6/SSG OR E-7/SFC SELECTED AND NOT QUALIFIED, YOU WILL NOT BE APPOINTED IN THE AGR PROGRAM UNTIL QUALIFIED.

BRIEF DESCRIPTION OF DUTIES AND RESPONSIBILITIES: Duties include but are not limited to the following: Advises the commander on training, logistics, personnel and unit mobilization readiness requirements and ensures that the unit develops, updates and maintains comprehensive mobilization plans including preparation of unit reports, vehicle load plans, unit movement plans, convoy clearance requests, preparation of the Annual Post Mobilization Training Support Report, the unit Alert Roster, and ensuring that the unit is POM/POR qualified. The Readiness NCO supervises the duties performed by the unit's full-time logistics personnel, drafting of training schedules for approval which comply with command guidance and directives and the publications of higher headquarters. This position supervises the development and monitoring of a comprehensive MOS qualification training program as well as the implementation and accomplishment of the individual Training and Evaluation program. Works directly with the commander in monitoring the recruiting and retention activities of the unit. Is directly involved in the maintenance of strength and personnel readiness issues of the unit to include employer support and family programs. Performs other duties as assigned.

HOW TO APPLY: Interested applicants must submit the following documents:

1. Completed NGB Form 34-1 (**signed and dated**)
2. Copies of last **five consecutive** NCOERs.
3. **Certified** copy of DA Form 2-1. Certified means having the Personnel Services Branch (PSB), stamp or type that your DA Form 2-1 is a "True Copy" and a signature by PSB personnel **not older than 1 year**.
4. Copy of current physical (DD2807-1 and DD2808 completed within the last five years).
5. Photograph in Class A uniform (taken within the last 12 months). Official photo not required. **Photo must be dated.**
6. Documentation to support all periods of duty/service creditable for retirement. Any of the following may be used **DD Forms 214, DA Form 1506, or NGB Forms 23/23B**).
7. Any additions information the applicant may wish to submit for consideration (i.e., DA Form 705, Height and Weight Statement, etc.)

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SECURITY CLEARANCE: Position requires a "SECRET" security clearance. Must be able to obtain as a minimum, an "interim" clearance **prior to appointment** to the position. If tentatively selected for a position and soldier cannot be granted an interim clearance prior to appointment to the position, and a waiver is not approved, the offer for the position may be revoked.

QUALIFICATION REQUIREMENTS: Must meet all selection criteria IAW NGR 601-1, 600-200, 600-5, 600-10 and AR 135-18.

SPECIAL INFORMATION: Incomplete applications submitted for this vacancy announcement will not be considered. Applicants are responsible for maintaining current information on their application. Failure to provide current information may result in non-referral for consideration.

REMARKS: Submit applications to this JFHQ, ATTN: JFHQ-VAHR-M, Building 316, Ft Pickett, Blackstone, Virginia 23824-6316, NLT close of business on 12 June 2006. Do not submit application packets in notebooks, folders, document protectors or with any other form of binding. **No faxed applications will be accepted.**

A complete listing of all current Virginia National Guard AGR Employment Opportunity Announcements is available at www.varich.ang.af.mil (Click on Job Announcements).

FOR THE ADJUTANT GENERAL:

DAVID A. ARCHER
COL, AD, VaARNG
Human Resource Officer